

## KENTUCKY OCCUPATIONAL SAFETY AND HEALTH REVIEW COMMISSION

### **WHAT IS AN ANSWER?**

As the representative of record for the Respondent, you were mailed a copy of the complaint from the Commissioner of the Kentucky Labor Cabinet. Before the case can proceed to the Attorney General's office for a hearing, you must respond to the Complaint issued by the Labor Cabinet. This response is called an *ANSWER*.

In preparing the answer, you may either do a general denial of claims set forth in the Complaint (see Example No. 1 below) or you may address specific claims individually and either admit or deny those claims (see Example No. 2 below). If you deny a claim, you should provide a brief explanation of why the Review Commission should dismiss or modify that claim. **Please be advised that the Review Commission will treat any claims not denied as true. Also please note that an answer is not the same as the "Notice of Contest" you previously sent to the Labor Cabinet.** The Review Commission needs a *separate* answer once the Complaint from the Labor Cabinet has been issued.

The original of your Answer must be mailed to:

**KOSH Review Commission  
#4 Millcreek Park  
Frankfort, KY 40601**

A copy of your answer must also be mailed to the attorney at the Labor Cabinet who wrote the Complaint. The mailing address can be found on your complaint. You should indicate at the bottom of the answer that you have sent a copy to the attorney for the Labor Department.

### **WHAT HAPPENS NEXT?**

After your answer is received by the Review Commission, the case will be forwarded to the Attorney General's Office, Division of Administrative Hearings. When this occurs, you will receive formal written notice. The case will then be assigned to a hearing officer and scheduled for a telephonic prehearing conference. The hearing officer will discuss the case with you and the attorney for the Complaint during the telephone conference, and a date for the hearing of the case will be scheduled. At that time, you may address any additional questions you might have to the hearing officer.

### **IMPORTANT ADDRESSES and PHONE NUMBERS:**

**KOSH Review Commission**  
#4 Millcreek Park  
Frankfort, KY 40601  
(502) 573-6892  
(502) 573-4619 fax  
Web: [www.koshrc.ky.gov](http://www.koshrc.ky.gov)

**Office of Legal Services**  
Kentucky Labor Cabinet  
1047 US Hwy 127 South  
Frankfort, KY 40601  
(502) 564-3070  
Web: [www.labor.ky.gov](http://www.labor.ky.gov)

**Div. of Administrative Hearings**  
Attorney General's Office  
1024 Capital Center Drive, Suite 200  
Frankfort, KY 40601  
(502) 696-5300  
Web: [www.ag.ky.gov/hearings.htm](http://www.ag.ky.gov/hearings.htm)